

INFOhio Getting Started Guide

Enciclopedia Universal en Español

Enciclopedia Universal en Español is the most comprehensive encyclopedia in the Spanish language containing over 47,000 articles, 65,000 dictionary entries, 8,300 photos and images as well as over 390 maps and 500 tables. It is an excellent resource for Spanish-language students and native speakers alike.

To enter the resource, start from the INFOhio home page, <http://www.infohio.org>.

- Click on *Resources for Grades 6-8*, *Resources for Grades 9-12* or *Core Collection*.
- Click the **Enciclopedia Universal en Español** button.
- If necessary, enter your username and password.

The screenshot shows the website's header with the Britannica logo and navigation links for 'Página Principal' and 'Ayuda'. A callout labeled 'Online Help' points to the 'Ayuda' link. The main content area includes a search box with a keyboard layout for special characters (á, é, í, ó, ú, ñ, ü) and a search button. Below the search box are radio buttons for 'Enciclopedia', 'Diccionario', and 'Merriam-Webster Español-Inglés'. To the right, a box titled 'Para perfeccionar su búsqueda' provides tips on using special characters and offers links for 'Sugerencias de búsqueda' and 'Búsquedas sugeridas' (Literatura, España, Andes). Below the search section are three main navigation areas: 'Navegación Alfabética' with a grid of letters (A-Z with diacritics), 'Galería Virtual' with a link to 'Animaciones de medios de comunicación específicos', and 'Cronologías' with dropdown menus for 'Selección de un periodo de tiempo' (Anterior a 5.500 a.C.) and 'Selección de un área geográfica' (Prehistoria). At the bottom, the 'Atlas del Mundo' section features a world map and a list of continent/country links: Asia, África, América, Europa, and Oceanía. A callout labeled 'Searching' points to the search box and keyboard layout, and another callout labeled 'Browsing' points to the 'Navegación Alfabética' and 'Cronologías' sections.

Searching

Select *Enciclopedia*, *Diccionario*, or *Merriam-Webster Español-Inglés dictionary* enter a word, phrase, or question in Spanish and click *Ir*.

When a search term includes letters with diacritics – such as á, é or ñ – simply click the appropriate character above the search box to incorporate it into the word. Using this special keyboard can improve your search results.

Browsing

Navegación Alfabética: Browse encyclopedia articles in a traditional alphabetical arrangement.

Cronologías: Learn about important historical events by selecting a time period and a geographical region and then clicking *Ir*.

Atlas del Mundo: Explore the world with maps of continents and countries, as well as links to corresponding articles.



Navigating the Site
Using the buttons along the top, you can return to the home page (*Página Principal*), access *Help* (*Ayuda*) or conduct another search.

The Results
A list of articles displays related to your search. Click on the title to see the complete article

Exploring an Article
Various types of supporting materials accompany many of the articles – *Ilustraciones*, *Tablas*, *Mapas* and more.
Three additional links appear at the top of each article. You can share a link to an article with a friend via e-mail. You can switch to a printer-friendly format to print the article. Also, if you plan to refer to the article in your own work, the *Enciclopedia* provides correctly formatted citations.

Where to get additional help for *Enciclopedia Universal en Español*:

- Online wherever you see *Ayuda*
- On the INFOhio Web site - <http://www.infohio.org>

[Enciclopedia Universal en Español](#). Online version of the Spanish language encyclopedia published by Encyclopaedia Britannica.

- Your school's library media specialist

Click for help!

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